

Clerk's Report 23/03/24

To: Chair and Members of Council.

(a) Parks;

(i) Llandybie Park Projects Update;

- **106 grants for park area,** The claim for the Trampoline Area at an agreed cost of £24,475.36 plus vat has now been sent t

(ii) Saron and Capel Hendre 106.

There is no further update on the two amounts of £22,320.00 for future education provision at Saron and £17,680.00 for Cwmgwili park.

(b) Footpaths. There are no further updates on the below Footpaths.

The Clerk and Administrative assistant continue to press the County Council team of the following footpaths and will keep these in the Clerk's Report until they are resolved.

- **Bonllwyn 61/106;** This is a rights of way which has been neglected for some years, and the Clerk has once again asked for an update on the RoW team to do a survey as previously offered on the route and look at the possibility of opening it up once gain.
- **Caerbryn 51/56;** The Clerk is still pressing the Rights of Way Team who have committed to repairing the foot bridge. The damage to the route has, they say, been caused by a water run-off from the highway. The Clerk has now written again to Carmarthenshire Highways team to begin dialogue and The Administration Officer has followed up with a request for an update.
- **Penygroes 51/34 and 51/35, 51/33;** Whilst 51/34 is now being looked at by our contractor, the legal team at Carmarthenshire County Council are looking at 51/13 to get the landowner to cut the overhanging branches, the Clerk has written to the Legal Dept at Carmarthenshire Country Council for an update. 51/35 is being looked at as part of the Gilfach Iago development. The Administration Officer has followed up to ask for an update.
- **51/51;** This is still being dealt with by Carmarthenshire County Council's legal team as a resident has built a garage base over the right of way and another resident has put play equipment across it.
- **51/24;** The Chair Carey Thomas has highlighted this footpath and County Council has paid a visit and discovered the land has done some work on land next to it and the County Council legal team will investigate.

(c) Annual External Audit 2022/23;

The Clerk has had a further request for information week beginning 11th of March, these have been answered the same week. He must note that these queries were dealt with in the Internal Audit carried out by Mr Lyn Llewelyn.

(d) Penygroes RFC and Gate locking at night.

This now needs to be discussed as the Clerk has reached a position where he will organise a Parks Committee for week ending Week Beginning 1st of April 2024.

(e) Paperless Meetings IT Update and policy adoption consideration .

The Clerk has received a formal quote at £1,743.30 for 10 Mobile Devices (Tablets) and this includes protective carrying cases. The Clerk has two comparative quotes one at £1,821.95 and a third at over £3,000.00 all three are plus Vat.

(f) The Rights of Way Maintenance Tender has now been decided at week ending March 29th. The Clerk will go through the tenders with the Chair. Three have been received.

(g) The Parks Grass Cutting and Bowls Maintenance; Update, The contract has been prepared by the Clerk and the Administration Officer and been sent out to 4 contractors.

(h) Park Inspections;

The Clerk has now had a definitive reply from our insurance provider, this will be circulated for discussion.

(i) Banc Y Ddraenen;

The apple orchard is now planted at the top of the site and this was completed in the company of two local schools at no cost to the Community Council. A Press Release has gone to the press. A bench was also installed by the County Council at no cost to the Community Council, a further press release will be arranged. The posters are now being printed and distribution will start Week Beginning 1st of April.

(j) Defibrillator Training and Pads;

We have now had new pads for the defibrillators donated, and the Clerk has produced a spreadsheet of current units in the area. The Chair requested a discussion at this point in the meeting on our future policy on defibrillators.

(k) The Asset Management Business Plan.

The Clerk is still working on this and aims to have a draft for discussion at the beginning of April.

(l) Preparation of Internal Audit.

The Clerk has a final entries of the final accounts for 2023/24 to complete on March 31st to bring the accounts to a close the invoicing, bank statement and staff payslip file is up to date and he will arrange a meeting with Cllr J. Tandy to go through the final quarter Week Beginning 1st of April.

(m) Our archives

The Clerk would like a discussion to get Councillors view on offering our archives to the County Council Archive Services. He was initially approached by the Vice Chair who

highlighted the opportunity. The Clerk has spoken to the archive services who would welcome the files and would catalogue them for viewing on the official archive website.

(n) Mobile Devices for future Councillor use.

The Clerk would like to ask Councillors to email him with a request for a device strictly for council business use. The request should be based on, as discussed in previous meetings, on the need for a separate device from the family computer as per data protection and the fact that a member doesn't currently have a secure or device fit for purpose.

(o) Members annual payment.

The Clerk will update members on payments and discuss paying members online following the meeting. HMRC have confirmed that the payments will not need to go through payroll this year.

(p) Llandybie Tennis Club update.

The Clerk has spend some days getting costing and has met the club. Moss treatment has been done for the start of the season and he has also advised the club of the need for them to have indemnity insurance in place. The club have further requested permission to put sponsorship signs to act as both a revenue stream and a windbreak of the fence on the far court.

Dai Nicholas – Clerk

March 23th 2024